espida

James Currall
Peter McKinney
The plan for today

- Introduction to *espida*
- Why it might be of relevance to members of RMS-Scotland?

Group work
- Outlining of organisational objectives
- Working on expressing value and measures for proposals
- Discussion and Feedback
The problems we all face
Records Management

Organisation

Primary Business
- Research & teaching
- Policing
- Governance
- Health
- Selling products

Support Functions
- Human resources
- IT Services
- Financial
- Records management

Drivers

£
Customer Perspective
- Contribution to Community
- Reputation/Brand
- Customer satisfaction
- Academic attractiveness
- Commercial Attractiveness
Internal Business Perspective
- Information Accessibility
- Efficiency
- Effective decision making
- Process potential
- Compliance
BSC Elements

Innovation and Development
- Intellectual capital
- Motivation and satisfaction
- Quality of research
- Quality of teaching
- Responsiveness to change
Financial Perspective

*Income generation*
- selling assets
- licensing/rights to assets
- teaching and research
- contracts, grants, fees, etc.

*Cost saving*
- labour time
- space
- return on investment
- direct expenditure
# Innovation and Development Perspective

The contribution that will be made to the intellectual capital of the University and to a working environment in which the generation of new ideas is the norm for both individuals and groups.

<table>
<thead>
<tr>
<th>Contribution to the</th>
<th>+ / - Value</th>
<th>Strength of Value*</th>
<th>Likelihood of Value**</th>
<th>Expected time of return†</th>
<th>Measure (description of a metric)</th>
</tr>
</thead>
<tbody>
<tr>
<td>11 Intellectual capital of staff and the organisation through internal generation or external procurement</td>
<td>+</td>
<td>High</td>
<td>High</td>
<td>Mid-term</td>
<td>I place jump in RAE score.</td>
</tr>
<tr>
<td>12 Motivation, fulfilment and satisfaction of staff and development of a climate of continuous improvement</td>
<td>+</td>
<td>Low</td>
<td>Med</td>
<td>Short-term</td>
<td>Increased output from all staff</td>
</tr>
<tr>
<td>13 Quality and potential of research activities and outputs</td>
<td>+</td>
<td>High</td>
<td>Med</td>
<td>Long-term</td>
<td>No. of peer-reviewed articles increased</td>
</tr>
<tr>
<td>14 Quality and potential of teaching</td>
<td>+</td>
<td>Med</td>
<td>High</td>
<td>mid-term</td>
<td>Significant rise in grades</td>
</tr>
<tr>
<td>C5 Commercial attractiveness to potential sponsors and collaborators</td>
<td>-</td>
<td>High</td>
<td>Medium</td>
<td>mid-term</td>
<td>No. of commercial sponsors in all areas decreasing.</td>
</tr>
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</table>

**EVALUATORS' SUMMARY**

<table>
<thead>
<tr>
<th>Value</th>
<th>Likelihood</th>
<th>Time</th>
<th>Comments</th>
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</table>
1. Get into like-minded groups

2. Define organisational objectives under the four perspectives (or redefine the perspectives)

3. Try working through the template with a business proposal of your own

4. Feedback on how it went
Project Director

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